

*City of Alexandria, Virginia*12
11-26-02

MEMORANDUM

DATE: NOVEMBER 18, 2002

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*

SUBJECT: AUTHORIZATION OF RECOMMENDED CAPITAL PROJECT
ALLOCATIONS AND PLANNED EXPENDITURES

ISSUE: City Council authorization of the recommended capital project allocations and planned expenditures.

RECOMMENDATION: That City Council authorize the capital project allocations and planned expenditures for the capital projects as detailed in the Capital Improvement Expenditure Summary (Attachment 1).

DISCUSSION: This docket item provides a summary of Capital Improvement Program planned expenditures (Attachment 1). It includes projects reflected in the City's Fiscal Year 2003 Capital Budget, approved by City Council on May 6, 2002 or approved in capital budgets prior to FY 2003 with a CIP budget document page reference in Attachment 1. A project title listing appears on the next page and a detailed summary appears in Attachment 1.

Allocations are recommended for the following project:

Renovation of Existing City Facilities	
Courthouse Renovations	\$ 262,000
T&ES/General Service Truck Wash	66,000
Recreation and Parks	
Fort Ward Park (erosion control)	\$ 12,000
Traffic Improvements and Rapid Transit	
Traffic Control Facilities	200,000
Storm Sewer Reconstruction and Extensions	
NPDES Storm Water Program (MS4)	\$ 150,000

Sewer Rehabilitation and Pollution Abatement		
Sewer Map Update	\$	30,000
Systems Development		
Permit Processing	\$	169,000
MH/MR/SA Comprehensive Client Database		165,000
Storage Area Network		125,000
Infrastructure Projects		
Database Infrastructure Development	\$	88,000
Upgrade Workstation Operating Systems		35,000

ATTACHMENTS:

Attachment 1 - Capital Improvement Program Planned Expenditures

STAFF:

Mark Jinks, Assistant City Manager

Alfred Coleman, Budget/Management Analyst, Office of Management and Budget

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This attachment provides summary information on capital improvement program projects for which work will be initiated and expenditures incurred during the upcoming months. Funding for all of the projects discussed below is included in the City's Approved FY 2003 Capital Improvement Program (CIP) budget or in prior year capital budgets.

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 005-020 Account No.221030 Sub-object 2121	Renovation of Existing City Facilities (Courthouse Renovations)	\$262,000	\$262,000	Page 106 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for needed upgrades and minor renovations at the Courthouse including the refurbishment of the main Courthouse entrance doors on King Street (\$34,650); the purchase and installation of new pedestal chairs for jury boxes and client/attorney areas in the courtrooms (\$65,000) to replace the existing chairs which are over 20-years old; the purchase and installation of new work stations in the Juvenile and Domestic Relations Court Clerk's Office (\$74,500); the purchase and installation of high density shelving in the Clerk of Courts file room (\$60,000); minor renovations to the Courthouse Lockup and Security Room (\$7,850); and architectural and engineering for the expansion of the Juvenile and Domestic Relations Court Clerk's offices and counter (\$20,000). This project is scheduled to begin in November 2002 and be completed in June 2003. (Fund Source: Cash Capital - FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 005-329 Account No.221140 Sub-object 2121	Renovation of Existing City Facilities (T&ES/General Services Truck Wash)	\$66,000	\$66,000	Page 110 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the architectural, design and engineering services required for the construction of a 2,475 square foot truck wash facility to be located at the Transportation and Environmental Services (T&ES) Department Facility on Quaker Lane. This facility will enable vehicles to be cleaned professionally in a safe environment, facilitating service and extending the useful life of the vehicles and their components. T&ES

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currently operates a fleet of refuse vehicles. There is currently no central code compliant facility for the cleaning of these vehicles. General Services must service and repair these vehicles and due to the lack of a sufficient truck wash facility, the service and repair operations are made significantly more difficult and hazardous. The construction of this facility will also address the compliance with environmental regulations related to truck wash runoff. Pre-design and design is scheduled to begin in Fall 2002 with construction scheduled to begin in late spring/early summer 2003. (Fund Source: Cash Capital - FY 2002 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 004-039 Account No. 215780 Sub-object 2121	Recreation and Parks (Fort Ward)	\$12,000	\$12,000	Page 75 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for on-going erosion control work at Fort Ward Park. Since its reconstruction in 1963, the park and museum at Fort Ward have been very popular recreation facilities. As a result of heavy use, the park has been subject to erosion in recent years. During FY 1995, a continuous program to control the erosion problem in historic areas of the park was initiated to address the continued wear and tear that results from visitors walking on the bastions, to prevent further erosion and to keep cracked walls from breaking away. A geotechnical engineering study performed in 2001 identified the need to fully address several large fissures in the walled fortification, particularly the northwest bastion. Monies for this stabilization work has been budgeted in FY 2006, in the amount of \$200,000. The City continues to pursue grant funding to help address these needs, including a grant from the State Department of Historic Resources. It is anticipated that this year's allocation of \$12,000 will help fund the City's matching share for a grant of approximately \$24,115 from the State. (Funding Source: Cash Capital - FY 2003 Monies)

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Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 009-039 Account No.235390 Sub-object 2121	Traffic Improvements and Rapid Transit (Traffic Control Facilities)	\$200,000	\$200,000	Page 123 of the City's Approved 2003 CIP Document

This allocation will provide funding for the scheduled installation, replacement and upgrade of traffic signal equipment City-wide that requires a high level of maintenance and emergency replacement of equipment damaged by acts of nature and vehicular accidents. This allocation will also provide for the cable replacement between the signal equipment and the City's central traffic computer. The current cable, which was last replaced in the early 1980's, has exceeded its useful life of seven years. Funds were allocated for this project last month, however invoices are now arriving for materials purchased after July 1, 2002 for enhancements of overhead street signs and school pedestrian improvements. In addition, this project includes new mast arm poles that will be installed at King and Fairfax Streets; King and Royal Streets; West Glebe and Old Dominion Boulevard; and Patrick and Oronoco Streets. (Funding Source: Cash Capital - FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 012-013 Account No.255230 Sub-object 2121	Storm Sewer Reconstruction and Extension (NPDES Storm Water Program (MS4))	\$150,000	\$150,000	Page 170 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the first task required for the City to apply for a Municipal Separate Storm Sewer System (MS4) permit under Phase II of the National Storm Water Program as administered by the U.S. Environmental Protection Agency and the Virginia Department of Environmental Quality (VADEQ). The City is required to submit an application for a MS4 permit to VADEQ by March 10, 2003 and develop and implement a storm water management program by the end of the first permit term which is 2008. The first task under this project involves evaluating existing storm water programs in the City and identifying the ones that can be leveraged for compliance with this permit (with or without modifications), develop an implementation plan roadmap and associated costs for National Pollutant Discharge Elimination System (NPDES) Phase II permit compliance, then prepare the

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application (registration) and Notice of Intent required by regulations. This task will be under taken by an engineering consultant. This project is scheduled to begin in November 2002 and be completed by March 10, 2003, which is the regulatory deadline. (Funding Source: Cash Capital - FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 013-005 Account No.255060 Sub-object 2121	Sewer Rehabilitation and Pollution Abatement (Sewer Map Update)	\$30,000	\$30,000	Page 168 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the mapping of the City's sanitary and storm sewer systems. The City does not have a comprehensive inventory of the existing subterranean sanitary and storm sewer systems. Existing maps were last updated in the 1970's and projects completed since that time are not documented or mapped. This allocation will provide for the purchase of a survey grade Geographical Positioning System (GPS) rover unit and related hardware and software which will be used to survey the sewer tunnels. This project is ongoing. (Funding Source: Cash Capital - FY 2002 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-005 Account No.265769 Sub-object 2121	Systems Development (Permit Processing)	\$169,000	\$169,000	Page 244 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the continued development of the City's various permit systems, the most important of which is Permit*Plan, which supports the administration of the City's building permit process. This allocation will provide for equipment and software to allow field inspectors to retrieve information using wireless technology from the City's central permitting database while on site and allow them to file their reports electronically, providing more frequent updating of the central file or permit information. (Funding Source: Cash Capital - FY 2002 and FY 2003 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
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Project 015-005	Systems	\$165,000	\$165,000	Page 214 of the
Account No.265488	Development			City's Approved 2003
Sub-object 2121	(MH/MR/SA			CIP Budget Document
	Comprehensive			
	Client Database)			

This allocation will provide funding to upgrade the Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA) client server based comprehensive client database, assessment and treatment planning system (Anasazi) to MS SQL Medical Records Database. With MH/MR/SA serving approximately 4,500 individuals each year, Anasazi provides a comprehensive data management and billing system to handle all client and third party billing, including managed health care, as well as City, State and Federal reporting requirements. Additionally, Anasazi software offers a fully integrated automated client medical records system that provides for one clinical record per client that satisfies both managed care and national accreditation standards. The upgrade to MS SQL is crucial to meeting the Federal HIPAA (Health Insurance Portability and Accountability Act) requirements. This allocation will also provide for 14 additional laptop computers for clinicians who spend the majority of their time at remote sites and will allow them to collect and import client data while at these sites. (Funding Source: Bond Proceeds - FY 2002 and FY 2003 Funds)

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Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-414 Account No.265170 Sub-object 2121	Systems Development (Storage Area Network (SAN))	\$125,000	\$125,000	Page 195 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the purchase of basic hardware and software to begin the development of the City's Storage Area Network (SAN). SAN is a high-speed network that connects disk subsystems directly to servers or clients. SANs help relieve network congestion and bypass distance limitations imposed by traditional Small Computer Storage Interface (SCSI) connections. With constant growth in the amount of data requiring storage, the demand for additional network storage capabilities continues to rise. A SAN is superior to the expensive and eventually space limited solution of adding additional disk drives to individual servers. This project is scheduled to begin in November 2002 and be completed in February 2003. (Funding Source: Cash Capital - FY 2002 Funds)

Project Number Index Code/ Sub-object	Project Title	Approved Funding Available	Planned Expenditure Amount	Budget Document Page Reference
Project 015-004 Account No.265371 Sub-object 2121	Infrastructure Projects (Database Infrastructure Development)	\$88,000	\$88,000	Page 205 of the City's Approved 2003 CIP Budget Document

This allocation will provide funding for the codification of rules, processes and data elements contained in key City databases which is a pre-condition for the development of integrated City systems. To facilitate sharing and exchanging data between applications and to safeguard the integrity and security of financial and safety data, the City has adopted two database software products. This project will enhance productivity by providing a standard reference to all appropriate data elements that are in various City electronic databases allowing staff to access standardized data (such as addresses) across numerous databases without regard for the nuances of each database's environment or construction. In addition, it will provide better quality service by improving the timeliness and accuracy of staff interaction with citizens who request information or services through the City's Permitting applications, the Real Estate Assessment Process, the Recreation Department registration application, as well as other applications. This project is scheduled to be completed in the Winter of 2003. (Funding Source: Cash Capital - FY 2002 and FY 2003 Funds)

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Sub-object	Title	Available	Amount	Reference
Project 015-004	Infrastructure	\$35,000	\$35,000	Page 194 of the
Account No.265322	Projects			City's Approved 2003
Sub-object 2121	(Upgrade Workstation			CIP Budget Document
	Operating Systems)			

This allocation will provide funding to upgrade the operating system on the City computer workstations with an appropriate version of Windows 2000. This project also provides additional workstation memory and larger capacity hard drives as necessary. These upgrades are required for the next generation of City e-mail messaging, financial, public safety, Geographical Information System (GIS) and other applications. The City replaces workstations on a four-year cycle which includes new operating systems. This allocation is for those workstations which are not in need of physical replacement, but still require upgrades in order to either operate new programs or operate many programs simultaneously. (Funding Source: Cash Capital - FY 2003 Funds)